



Dedham Public Library

Massachusetts

Dr. Mary Ann Tricarico
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Tracy Driscoll, Chair
Cecilia Emery Butler
Margaret Connolly
Monika Wilkinson

DPL TRUSTEES MEETING MINUTES	
APRIL 9, 2015, ENDICOTT BRANCH, 7:00 PM	
MEETING CALLED BY	DPL Trustees
TYPE OF MEETING	Monthly Meeting
CHAIRMAN	Tracy Driscoll
SECRETARY	Monika Wilkinson
ATTENDEES	Cecilia Emery Butler, Tracy Driscoll, Monika Wilkinson, Margaret Connolly, Mary Ann Tricarico
PUBLIC ATTENDEES	Kate Martin, Maryann Sliwa, Sarah Santos

The April 9, 2015 meeting of the Dedham Library Board of Trustees was called to order at 7:01 pm by Chairperson Driscoll.

- 1. Public Comment:** No public comment.
- 2. Minutes:** Ms. Emery Butler moved to accept the minutes of the March 5, 2015 meeting. Ms. Connolly seconded. All voted to accept the minutes.

- 3. Financial Report:** Information on state aid was received separately. Discussion of monies received and spent. Ms. Connolly moved to accept the Financial Report. Ms. Emery Butler seconded. All voted in favor to accept.

4. Director's Report:

Dr. Tricarico reported on the status of state aid. She noted that \$20,020.76 remains from the full award of \$27,000. There is a balance from last year totaling \$11,677.45. In total we have \$31,698.21 to spend. Additionally with grant money of \$8955.69, the Library has a sum of unappropriated money totaling \$40653.90.

The Director reported that Dedham is outsourcing technology support and is using Hubtech. Caitlyn Johnson will have rights to computer software that gives the Library much more control of website. The Town is currently working with the Library on a technology plan. An iPad station will be installed at Endicott. Also e-tools are being developed.

Dr. Tricarico reported that the Town has hired a new finance director, Andrea Terkelsen.

The Director reported that the FinCom presentation went well. She will keep Trustees updated.

May 18 is Town Meeting.

Paint samples are on the walls of the Children's Room at the Main. The painter will do work on Saturdays. Trustees agreed with process Dr. Tricarico suggested of finalizing plans with staff and then communicating with painter.

Dr. Tricarico reported that the architect is going to work off of work station plans from old blueprints recently found for the Children's Room.

The fence at Main was badly damaged during winter storms. Denise Maroney will be processing claims with insurance.

Dr. Tricarico updated the Trustees on the Mass Library Association Conference. Staff is very interested in going again this year. Full price would be \$2100 for 13 people. Last year was \$1600 for 14. Dr. Tricarico has contacted conference organizers to request a discount. Meetings and conferences total \$4770 in the budget. Ms. Wilkinson asked

whether there would be funds if the full amount is spent. Dr. Tricarico confirmed that there would be. Ms. Wilkinson also asked about community reaction to the closing of the Library last year. Dr. Tricarico said there was no negative response and all Trustees agreed they had only heard support from the community for providing the professional development opportunity.

Ms. Emery Butler moved to close both libraries on May 5 to allow staff to attend the MLA Conference. Ms. Wilkinson seconded. All voted in favor.

Ms. Wilkinson suggested alerting the Dedham Middle School, as many students visit the Endicott after school. She will make a post on social media and connect Dr. Tricarico and Ms. Gately, principal of DMS.

5. Old/New Business

Ms. Driscoll shared the Director's Evaluation Summary reflecting positive performance in the past year.

Marketing Update: Last marketing meet was on April 3. Staff seems to be energized and has lots of ideas. Information will be shared at a table at the James Joyce Ramble. A finale is being planned for a small road race in mid-September. Paint Night is May 6. An effort is under way to send out welcome cards to new residents. New marketing materials have been received. New programming includes crocheting, knitting, and crafts.

At May meeting we will be reviewing strategic plan at the mid-way point.

Discussion of signing deadline Wednesdays at noon.

Ms. Wilkinson made a motion to adjourn at 8:01 PM. Ms. Driscoll seconded. All voted in favor.

Respectfully submitted,

Monika Wilkinson

Attachments:

Agenda

Director's Report

Future Meetings:

May 7, Endicott, 7:00 PM, monthly meeting

June 4, Main, 8:45 AM, monthly meeting